

**641—138.8 (147A) Documentation.**

**138.8(1)** The department, pursuant to Iowa Code section 21.3, shall keep minutes of open session proceedings.

**138.8(2)** The department, pursuant to Iowa Code section 21.5, shall also maintain minutes and tape recordings of closed session proceedings.

[ARC 2566C, IAB 6/8/16, effective 7/13/16]